



**DRAFT
PLANNING & COMMUNITY
DEVELOPMENT COMMITTEE**

**July 27, 2009
MINUTES**

I. CALL TO ORDER

Chair Lynn Norman called the meeting to order at 5:00 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Vice Chair Nancy Backus and Member Rich Wagner.

Staff members present included: Mayor Pete Lewis, Director Cindy Baker, Assistant Director Kevin Snyder, Principal Planner Elizabeth Chamberlain, Principal Planner Jeff Dixon, Senior Planner Chris Andersen, Environmental Protection Manager Kelly McLain Aardal, Dan Repp, Utilities Engineer, Water Quality Program Coordinator, Water Utility Engineer Cynthia Lamothe and Planning Secretary Renee Tobias.

Audience members included: Wayne Osborne, Nicole Petrino-Salter, and Karen Campbell.

II. ANNOUNCEMENTS AND AGENDA MODIFICATIONS

At 5:01 p.m., Chair Norman recessed the meeting to Executive Session for approximately 10 minutes in order to discuss potential litigation pursuant to RCW.42.30.110(1)(i). Those in attendance at the Executive Session were City Attorney Dan Heid, Chair Lynn Norman, Vice Chair Nancy Backus, Member Rich Wagner, Planning Director Cindy Baker, Assistant Planning Director Kevin Snyder, and Principal Planner Elizabeth Chamberlain. The meeting reconvened at 5:13 p.m.

III. CONSENT AGENDA

A. Minutes – July 13, 2009

B. Project C412B0 – Bird Viewing Tower Physical Completion

This project constructed the first bird and wildlife viewing tower within the Auburn Environmental Park. Project included construction of the platform footings, lower, intermediate, and upper platforms, two staircases and 30-foot accessible ramp. City Planning and Parks staff provided and installed the wetland plantings and wood straw mulch within the disturbed areas around the tower. M & O staff completed construction of the ADA-accessible gravel trail leading from the road to the ramp and staircase.

Committee noted that the Budget Status Sheet was incorrect; staff will correct before item goes forward to Council

Member Backus moved and Member Wagner seconded to approve the Consent Agenda as presented.

IV. ACTION

There were no items for Committee's consideration

V. DISCUSSION**A. Water Use Efficiency Program**

Water Quality Program Coordinator Chris Thorn stated that the Water Use Efficiency Program is a state-mandated requirement for municipal water suppliers. It is intended to contribute to long term water supply reliability and public health protection and ensure efficient management and operation of water systems. As a water utility, the City is required to collect water production and usage data, forecast demand, meet a distribution leakage standard of 10% or less, and set goals to reduce water consumption and performance reporting.

The City is required to set nine measurable goals. The goal setting process must include the opportunity for public comment. For 2009-2014, the water use efficiency goal is to reduce retail customer use by 1% per year. To achieve this, staff plans to implement a number of measures geared at encouraging the public to reduce their water consumption. The measures can include educational efforts, possible rebates, conservation pricing, and putting water use history on utility bills.

Chair Norman opened the meeting to receive public comments on the Water Use Efficiency Program. There were no public comments.

B. Ordinance No. 6251 – Amendments to ACC 13.48, Storm Drainage Utility

This Ordinance amends Auburn City Code Chapter 13.48, Storm Drainage Utility, to bring it into compliance with requirements of the Western Washington Phase II Municipal Stormwater Permit issued January 17, 2007 and modified June 17, 2009.

The Permit specifies that each municipality regulated by the permit shall develop and implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the municipality's storm drainage system to the maximum extent allowable under State and Federal law. The ordinance or regulatory mechanism is required to be adopted no later than August 17, 2009.

The proposed changes include addition of definitions, addition of allowing conditional non-stormwater discharges, and modification to permissible non-stormwater discharges.

Water Quality Program Coordinator Chris Thorn responded to Committee's question about charity car washes, stating the City recently purchased six additional car-wash kits; staff is preparing website education and information, and will issue a press release notifying the public about the kits.

State law prohibits the discharge of soapy water into the storm drainage system; however, strict enforcement is usually not conducted. The State is addressing the issue through education. City code prohibits soapy water discharge and staff are following state's example of education rather than enforcement.

In response to Committee's question about how the City was going to enforce removal of connections to the storm drainage system that had been installed without a permit, Water Quality Programs Coordinator Chris Thorn stated that the City had no plans to require removal of drains that discharge rainwater. The changes to the code were intended to allow the City to require the removal of drains that discharge non-stormwater flows such as sanitary sewage or wastewater.

C. Agency Draft Comprehensive Water Plan

Water Utility Engineer Cynthia Lamothe informed the Committee that Department of Health requires that the City's Comprehensive Water Plan be updated on a regular basis, approximately every six years; this Plan was distributed to Committee on June 17, 2009 for their review.

The Plan utilizes population, employment, zoning and land use data provided by the Planning Department. Further, the draft plan reflects comments previously made by Public Works Committee on Policies & Criteria, Water Supply Strategy and the Capital Improvement Program. There will be a public Open House between 6 pm – 8 pm on August 18, 2009 to receive community comments on the 2009 Comprehensive Plan Amendments.

Member Rich Wagner, chair of the Public Works Committee, noted a few items that were community development related. The Committee reviewed and discussed these, providing direction and feedback to staff.

Ms. Lamothe reported that staff will incorporate both committee comments into the final document, which will then be available for public review and review by adjacent jurisdictions and water purveyors. A SEPA determination will also be issued for the draft water comprehensive plan to coincide with the issuance of the document for agency review and the City is working towards adoption by the end of 2009 or early 2010. Department of Health requires a 90-day review period.

D. Ordinance No. 6253 – Amendments to Chapter 18.04 - Definitions and Chapter 18.26 - C-1 Light Commercial District

At the special meeting on July 13, 2009, the Committee reviewed and provided staff with direction on text amendment approach options to Title 18 (Zoning) that would address the current moratorium on filing of conditional use permit applications for multi-family development in C-1 Light Commercial District.

The Planning Commission will conduct a public hearing on the text amendments on August 4, 2009 beginning at 7:00 p.m. during which there will be a public comment opportunity on the amendments. The draft text amendments have four major components including:

- Adding a new definition (Section 18.04.625) for Mixed Use Development Chapter 18.04 (Definitions);
- Establishment of Mixed Use Development as a permitted use in Section 18.26.020 (Permitted Uses) in the C-1 Light Commercial District;
- Establishment of an allowance for multi-family development only as part of a mixed use development as a permitted use in Section 18.26.020 (Permitted Uses) in the C-1 Light Commercial District; and,

- Removal of apartments as a conditional use in Section 18.26.030 (Uses Requiring Permit) in the in the C-1 Light Commercial District

The Committee provided staff with feedback and direction on the draft text amendments. Committee asked staff to prepare a summary on the concept of a circulation plan for the Planning Commission as it is a new concept. The Committee also asked staff to prepare a map for use by the Planning Commission at the August 4, 2009 public hearing showing C-1 zoned properties in the City and indicating whether they are developed or undeveloped to help the Commission understand the overall applicability of the proposed text amendments.

E. Population Targets

Planning Director Cindy Baker reported on recent meetings with Suburban Cities Association regarding population targets. Staff analyzed housing unit capacity, including units in pipeline projects, in the following areas: Urban Center, West Hill, Lea Hill, city limits as of 2006, and potential multifamily development in C1, C3, EP and M1 zones. The findings - *Auburn's Housing Capacity Summary Table – July 2009* - were distributed and reviewed with Committee.

Staff analyzed the current floodplain map and appeal floodplain map, and deducted units from the overall capacity total. Staff deducted 2007 and 2008 residential building permit activity from the total as well. Staff also looked at airport height restrictions and determined that there were none that could be deducted from the overall total. The total housing capacity for the King County portion of the City is estimate to be approximately be 11,449.

Public Works staff has indicated that current infrastructure for storm, water, and sewer systems could meet the population target; however, the infrastructure for roads would not. Committee asked what population numbers were used for the Comprehensive Water Plan. Ms. Chamberlain responded that the data used is from Puget Sound Regional Council at the transportation analysis zone level. Using this analysis provided data at a smaller scale to coincide with the water basins of Lea Hill service area, the Valley service area, the Academy service area, and the Lakeland service area. Committee discussed the capacity totals and data used for the Comprehensive Water Plan. Staff will work with Public Works to confirm the data used for the Comprehensive Water Plan is consistent with the work being done on population targets and present the finding to the Committee.

Director Baker reported on the core cities discussion at the recent Housing and Jobs Targets Committee. Of the additional 2,500 housing units that could potentially be allocated to the City for the annexation areas, other jurisdictions will accept approximately 1,200. Committee discussed the numbers and data.

Director Baker distributed a copy of a letter from Seattle Mayor Greg Nickels to King County Executive Kurt Triplett. Mayor Nickels requested a substantive discussion about establishing a stronger connection between the allocation of growth and the resources for services to support that growth at the September Growth Management Planning Council. Committee provided suggested wording for a similar letter to be penned by Mayor Lewis.

The Growth Management Planning Council anticipates taking action on the targets at their September 15, 2009 meeting. Once the King County Council takes action on the amendment to the Countywide Planning Policies, then Auburn has 90 days to take action; either ratify or not to ratify.

Committee requested that staff review redevelopable land within the City and explain the methodology to the Committee and provide in a memo for Committee's review. Staff will bring to the August 10, 2009 Committee meeting.

F. Signage

The City has received numerous requests from businesses to increase and expand the use of signage in an effort to increase business activity and revenue. Staff developed a decision matrix that was reviewed by the Committee at the meeting to assist the Committee in considering relevant issues for three proposed options. These options were 1) Expand the allowance of portable and temporary signs; 2) Expand the allowance of outdoor sales displays; or 3) Allow outdoor storefront seating for food and beverage establishments.

The Committee reviewed and discussed the questions presented in the matrix and provided feedback to staff.

VI. INFORMATION

A. Director's Official Decisions and Report

There were no items.

B. PCDC Status Matrix

- Item No. 9 will read "Building Community".
- Item No. 12, Environmental Park District. Committee asked that the incentive matrix be released prior to October 2009.

C. Information

- Loading Zones -- The Committee requested that staff attend a future downtown redevelopment committee meeting to present information on loading zones based on the feedback staff received from the information provided to the Committee at their July 13, 2009 meeting. This is an important issue for the Committee and they would like staff available during the discussion. Also mentioned is how the Auburn Junction project will be addressing loading zones and that should be brought forward as part of the discussion.

VII. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 7:36 p.m.

APPROVED THIS _____ DAY OF AUGUST 2009.

Lynn Norman, Chair

Renee S. Tobias, Planning Secretary